

**Polysomnography Technologist  
Documentation Required for Licensure**

- ☐ Application and fee (\$330 + cost of the FBI and DCI background check = \$55). **All application fees are nonrefundable.** To apply, do one of the following:
  - Create an account, apply and pay online at:  
<https://ibpllicense.iowa.gov/PublicPortal/Iowa/IBPL/common/index.jsp>, OR
  - Request an application packet and return it with a check or money order payable to the Iowa Board of Respiratory Care and Polysomnography <http://idph.iowa.gov/Licensure/Iowa-Board-of-Respiratory-Care/Licensure>
  - Download a PDF of the application packet, complete, and return it with a check or money order payable to the Iowa Board of Respiratory Care and Polysomnography:  
<http://idph.iowa.gov/Licensure/Iowa-Board-of-Respiratory-Care/Licensure>
- ☐ Polysomnography Credentials – The applicant must provide **one** of the following items demonstrating qualifications to practice polysomnography:
  1. Official transcript showing completion of a polysomnographic educational program accredited by CAAHEP
  2. Official transcript showing completion of a respiratory care program accredited by CoARC + one of the following:
    - a. Proof of completion of the curriculum for a polysomnographic certificate established and accredited by the commission on accreditation of allied health education programs as an extension of the respiratory care program
    - b. The sleep disorder specialist (SDS) credential from the NBRC
    - c. The registered polysomnographic technologist credential from the board of registered polysomnographic technologists
  3. Official transcript showing completion of an electroneurodiagnostic technologist educational program that is accredited by CAAHEP and proof of completion of the curriculum for a polysomnographic certificate as an extension of the electroneurodiagnostic educational program
  4. Proof of Iowa licensure in a profession listed in Iowa Code section 147.2 and demonstration of any **one** of the following:
    - a. Official transcript showing completion of a polysomnography program accredited by CAAHEP
    - b. Official transcript showing completion of a respiratory care sleep add on program accredited by CoARC
    - c. Official transcript showing completion of an electroneurodiagnostic technologist educational program that is accredited by CAAHEP and proof of completion of the curriculum for a polysomnographic certificate as an extension of the electroneurodiagnostic educational program
    - d. Passing score on the Registered Polysomnographic Technologist Exam administered by the BRPT
    - e. Passing score on the sleep disorders specialist exam administered by the NBRC
    - f. Verification from the medical director of the individual's current employer that the individual has completed on-the-job training in the field of polysomnography, and is competent to perform polysomnography.

5. An applicant working in the field of sleep medicine on January 1, 2017, that does not hold any other Iowa license, must provide proof of 500 hours of clinical polysomnographic work experience within the 3 years prior to the date of the licensure application and verification from the medical director of the applicant's current employer that the applicant is competent to perform polysomnography.  
<http://idph.iowa.gov/Licensure/Iowa-Board-of-Respiratory-Care/Licensure>
  6. An applicant working in the field of sleep medicine on January 1, 2017, who does not meet any of the criteria listed in # 1 – 5, may obtain a license if he/ she achieves a passing score on either the Registered Polysomnographic Technologist Exam administered by the BRPT, or the sleep disorders specialist exam administered by the NBRC. Applicants working in the field of sleep medicine on January 1, 2017, must pass the exam by January 1, 2018 to use this option.
- ☐ Background Check Requirement – You must submit two completed fingerprint cards. Most law enforcement agencies have fingerprint cards available upon request or you may request an application packet be mailed to you. The application packet will include a licensure application form and materials to complete a background check, including fingerprint cards and a waiver.
1. Two fingerprint cards. Take the fingerprint cards to a local law enforcement agency for completion. Submit the completed fingerprint cards to the Board office.
  2. Background check waiver form. Read and sign the waiver form. Return it with the completed fingerprint cards.
- ☐ Verification of licenses held in other states (if any):

Applicants that have been previously licensed, registered or certified in any other state must provide official verification of licensure in the other state(s). The license verification must include license issue date, expiration date and any pending or past disciplinary action. The verification may be printed from another state licensing board's website if it contains all of the required information. If web based verification is not available, the verification must be send directly to the Board office by the state(s) where the applicant has been licensed, registered, or certified. If the applicant has never been licensed in another state, ignore this item.

Bureau of Professional Licensure  
Iowa Department of Public Health  
5th Floor, Lucas State Office Building  
321 E. 12th St.  
Des Moines, IA 50319  
Email: [PLPublic@idph.iowa.gov](mailto:PLPublic@idph.iowa.gov)  
Phone: (515) 281-0254  
Fax: (515) 281-3121  
Website: [www.idph.iowa.gov/licensure](http://www.idph.iowa.gov/licensure)  
Online Licensure Services: <https://ibplicense.iowa.gov>